

# Code of Conduct



## To Love Tennis and Education Students

The continued success of Love Tennis and Education Inc. (LTE) is a result of our commitment to the LTE Core Values and Mission Statement; our core values and mission statement.

This Code of Conduct is designed to help us realize the importance of our Core Values, Mission Statement, and most of all, our sense of self-worth, self-respect, and our relationships with family, friends, mentors, and community.

As we work toward success in tennis, school, community, and life, we strive to demonstrate behavior consistent with Love Tennis and Education Inc. Core Values and Mission Statement. We strive to do this for one simple reason: this Code of Conduct defines our responsibility.

LTE expects each student to **Do the Right Thing**: at Home, at School, at Tennis, in the Community; In Your Life.



Ronald Elizondo  
**Founder and Director**

## Contents

1. Introduction .....	4
2. Mission Statement .....	5
3. Our LTE Core Values .....	6
4. Home and Family .....	7
5. Practice.....	8
6. On the Court .....	9
7. Travel and Hotel Stays .....	10
8. Zero Tolerance .....	11
9. Fundraising.....	12
10. LTE Student Contract .....	13

# 1. Introduction

Love Tennis and Education Inc. is committed to conducting all affairs with integrity. This commitment extends throughout our expanded organization no matter where in the community our program reaches.

Our students have a responsibility and an expectation to hold themselves to the highest degree of sportsmanship, integrity, and honesty, even if it means the loss of a point, a game, and yes even a match.

This commitment requires not only compliance to the LTE Core Values and Mission Statement, but it also requires all of us to act according to our LTE Student Contract.

All students, directors, instructors, officers, and volunteers are expected to be familiar with this Code and to adhere to it.

Rewards and incentives for students will be based in part on compliance, behavior, and open communication.

**Anyone violating this Code is subject to** disciplinary action up to and including expulsion from the program, and may be subject to civil authorities if criminal action is involved.

## 2. Mission Statement

**The Mission of Love Tennis and Education Inc., is to set the Foundation for a Successful Life with Love and Commitment for kids, through Tennis and Education.**

## 3. Our LTE Core Values

The key to Love Tennis and Education' future, and the basis of a culture that enables superior performance in all areas of our program, is a continued firm commitment to our Core Values. They remind us that it is not just a matter of doing what is required—we must do the right thing every time.

### **Honesty**

Play by the rules. Make the right call every time, even if it costs you a point, a game, a match.

### **Obedience**

Obey instruction the first time, every time; at home, at school, at our program, at tournaments.

### **Integrity**

Conduct yourself in a manner that earns praise, not fault.

### **Humility**

Always try to understand that some things in life are not fair. Deal with the reality; learn from it. Improve yourself because of it.

### **Respect**

Treat yourself with dignity and self-respect. Treat others with dignity, respect, honesty, and sensitivity. Encourage and practice teamwork.

### **Fulfillment**

Reach your goal. Work hard. Practice hard. Play hard. Make yourself better today. Fill your potential and find enjoyment in your life, in your play, and in your relationships.

## 4. Home and Family

First and foremost, a LTE student must be obedient at home. Obey and respect the house and family rules. Do your chores without argument. Respect authority. Do not talk back.

### School

1. Go to school every day
2. Be on time.
3. Attend every assigned class.
4. Pay attention in class.
5. Care about your grades.
6. Do your assignments on time.
7. Obey your teacher and school officials; yes, even the crossing guard.
8. Bring your report card to the first practice after receiving it; if you do not have your report card you do not practice.
9. You may not come to practice on any day that you miss school.
10. You may not travel with the team on any day that you miss school.

## 5. Practice

1. Attend every scheduled practice.
2. Be on time.
3. Follow the schedule.
4. Obey the instructor.
5. Participate in every assigned activity.
6. Pick up all balls and equipment.
7. Walk around the tennis courts and pick up trash.
8. Before every first serve, make eye contact with your opponent and call out the score loud and clear enough for your opponent to hear.
9. Practice correct form.
10. Help your teammates.
11. Do not talk back.
12. No horse playing.
13. Do not throw balls at each other; do not trip each other; do not tell cruel jokes or jokes that offend anyone.
14. Keep your hands to yourself.
15. **Excused Practices and Absences:** Call Coach Elizondo for permission to skip practice; Do Not Abuse This Privilege.
16. **Not Allowed to Travel;** you will not be allowed to travel if you have more than three unexcused absences in a six-month period.



## 6. On the Court

1. Be on time.
2. Have all your equipment ready; this includes water.
3. Check in on time.
4. Obey all rules and officials.
5. Before every first serve, make eye contact with your opponent and call out the score loud and clear enough for your opponent to hear.
6. Be fair about line calls; if the ball is not clearly **Out** then it is **In**.
7. Challenge, but do not argue; do not yell; do not curse.
8. Do not abuse equipment; this means do not throw your racquet, water bottle, shoes, towels, etc.
9. Do not verbally or physically abuse anyone, including opponents, teammates, officials, or spectators.
10. Show respect and good sportsmanship to opponents and teammates alike.
11. Be supportive of your teammates; when you are not on court competing, gather at one of the courts where your teammate is competing to provide encouragement.

## 7. Travel and Hotel Stays

1. You must be passing each class to register for a tournament.
2. You must be passing each class to go to a tournament.
3. If unable to travel because of suspension or failing grades, player must reimburse cost of entry fee to LTE.
4. You must bring homework or a book to read.
5. Be on time.
6. Do not bring electronic games or game devices; no DS, PSP, Xbox, Wii, etc.
7. Have all your equipment including travel clothes and water containers ready; LTE is not responsible for any lost or missing personal property.
8. Travel in your assigned vehicle; do not talk back.
9. Respect the property of others; be considerate; do not make a mess in any vehicle in which you are a passenger.
10. Clean up after yourself; this includes any vehicle you are riding in, rooms, practice, and competition sites.
11. Be courteous and well-mannered towards everyone at all times.
12. Obey hotel rules and staff; remember, there are other guests and they deserve a quiet, comfortable, undisturbed hotel stay.
13. Do not run indoors.
14. Do not be loud or disruptive inside any hotel or building.
15. Hotel room curfew is 10:00 P.M.; be in your room.
16. Bed check curfew is 11:00 P.M.; this means lights, TVs, **cell phones, electronics**, and music are out; get to sleep.
17. Boys' stay out of girl's room at all times.
18. Girls' stay out of boy's room at all times.
19. Wear your LTE shirt when traveling and competing in tournaments.

## 8. Zero Tolerance

1. **Social Media: Any posting on social media by any LTE student, which LTE supervision, including the Board of Directors, believes does not live up to the expressed values and expectations of this Code of Conduct will be investigated. Students posting expressions on social media which do not meet the values and expectations of this Code of Conduct will be subject to discipline up to and including suspension from LTE. (See Rule 8 and 9 below.)**
2. No illegal drugs
3. No misuse of legally prescribed medication
4. No misuse of over-the-counter medication
5. No weapons; this includes pocket knives of any size
6. No alcoholic beverages
7. No tobacco products
8. No fights, arguments, gossip, or other verbal or physical expression that is offensive or demeaning
9. No verbal or physical expression of a sexual nature
10. Keep your hands off your teammates' property unless you have the owner's permission; this includes equipment, money, cell phone, music player, etc.
11. Wear clothes in a neat and clean appearance; wear caps with the bill forward (as designed to be worn); **ABSOLUTELY NO CAPS WORN BACKWARDS**

LTE is serious about the welfare, health, and well-being of each of our students. Because of this concern, our Zero Tolerance Policy is serious and strictly enforced.

LTE will automatically and immediately suspend any student violating or suspected of violating any part of the Zero Tolerance Policy. Each violation is investigated separately. Any investigation automatically includes a review of the violator's history. The violator's history includes but is not limited to how the violator has complied with the LTE Code of Conduct while a LTE student.

A suspended student is not allowed to attend any LTE function.

## 9. Fundraising

### In Support of Love Tennis and Education Inc

*Each LTE student is expected to work hard in all fundraising activities.*

*Each LTE student must...*

- **Understand**, a donation given by a foundation grant, private citizen, or community business **is a gift** to pay for the cost of the tennis program
- **Help in year-round fundraising activities** such as car washes, sales of freshly prepared tamales, BBQ plates, and traditional meals like carne guisada plates
- **Sell all tickets assigned to them** to raise money to pay for the cost of supplies needed for the fundraiser

#### Why Each Student Needs to Help?

It costs money to put on a fundraiser. Love Tennis and Education first needs to buy the supplies needed to put on a fundraiser; each student is expected to contribute their share to help get the fundraiser started.

Before each fundraiser, the program director will have a meeting to let the students know how much money each student must contribute. Usually this is a small amount of money, like \$30 per family or a similar amount depending on the type of fundraiser.

# 10. LTE Student Contract

I, \_\_\_\_\_, promise to obey and live up to the Love Tennis and Education Inc., Code of Conduct at all times. I make this promise knowing that I must live up to the Code, not only while attending LTE activities, but in every aspect of my life including home, school, practice, competition, and anywhere I happen to be in the community.

I understand that if I fail to live up to the Code I must face the consequences of my choices and actions, including and up to being suspended or expelled from the LTE program.

\_\_\_\_\_ Date: \_\_\_\_\_  
Student

\_\_\_\_\_ Date: \_\_\_\_\_  
Parent or Legal Guardian

\_\_\_\_\_ Date: \_\_\_\_\_  
Ronald Elizondo, Founder / Director

